

DEPARTMENT OF THE AIR FORCE
Headquarters Air Force Flight Test Center (AFSC)
Edwards Air Force Base, California 93523

AFFTC REGULATION 36-1

24 May 1972

Military Records

OFFICER DETAILS

This regulation prescribes the policies and procedures for detailing officers as investigating officers, inventory officers, members of boards, and other special duties. It also sets forth the responsibilities of individuals and organizations concerned. The provisions of this directive are applicable to all assigned and tenant organizations required to furnish duty officers as determined by the Commander, Air Force Flight Test Center.

1. Policy:

a. When selecting officers for special duties:

- (1) The grade will be as required for the specific duty.
- (2) The period of duty will be specified in detailing orders or letters of notification
- (3) Instructions as to actual functions or duties will be specified in detailing orders or letters of notification.

b. Officers assigned to the HQ AFFTC staff and the 6510th ABGp staff function will be considered as a unit when allocating quotas for special duties.

c. The following activities or functions are exempt from furnishing special duty officers:

- (1) Office of the Base Chaplain.
- (2) Office of the Staff Judge Advocate.
- (3) The DCS/Personnel when a personnel action such as an AFR 39-12 board is involved.
- (4) Any function or activity when an allegation against that activity is being investigated
- (5) Office of the Comptroller when the probability of a cash collection after an unfavorable finding exists.

2. Responsibilities:

a. The AFFTC Director of Administration is delegated the responsibility for allocating quotas equitably based on assigned officer strength and other factors that must be considered when appointing officers or establishing a board.

b. Each officer detailed to a special duty will be responsible for performing that detail. In the event an emergency prevents the officer from performing a special duty or detail, his unit will designate a replacement.

3. Documentation Disposition: Letters of notification and detailing orders will be disposed of in accordance with AFM 12-50.

Supersedes AFFTCR 31-1, 23 September 1968. (For summary of revised, deleted, or added material, see signature page.)

OPR: DA

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Commander

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Director of Administration

Summary of Revised, Deleted, or Added Material

This revision deletes references to Staff Duty Officer and AFFTC Form 24; deletes reference to AFFTC Officers Duty Roster; and changes authority for documentation disposition.